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DD/ST# 2219-68
00100150015-2

3 June 1968

MEMORANDUM FOR: Chief, Position Management and Compensation Division, Office of Personnel

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ATTENTION :

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SUBJECT : Position Description for

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1. The following general duties to be performed by are provided in response to your request.

a. Advises, and represents, the D/OCS on support to computer applications involving very high levels of scientific and/or engineering complexity, focused particularly on, but not limited to, sensor collection systems and the processing of data resulting therefrom.

b. In this capacity he complements the Computer Science Advisor, who focuses on the computer equipment and executive software technologies, as distinct from the computer applications or substantive user problems. His work will include direct assistance to the Chief, Scientific Applications Division on matters requiring his expertise; ad hoc consultation, at the earliest planning levels and subsequently throughout system design, with senior levels in user offices on new collection or analytical projects; temporary detail to a user office or the O/DD/S&T to assist in, or to produce, a report requiring his level of expertise.

c. He will maintain liaison with senior officials, including major systems project officers in the Agency; with the Special Assistant for Systems Analysis in NIPE and/or others as appropriate; with senior levels in the Community, particularly in the reconnaissance and SIGINT worlds; and with scientific and technical business/academic organizations.

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GROUP 1
Excluded from automatic
downgrading and
declassification

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d. He will be located in the Office of the Director, OCS and will report directly to him.

2. Unless I hear to the contrary, I will assume that the above information is sufficient.

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Chief, Administrative Staff, OCS

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